

CITY OF HURST
COUNTY OF TARRANT

STATE OF TEXAS

On the 21st day of November, 2019 at 6:00 p.m., the Parks and Recreation Board of the City of Hurst, Texas, convened its Regular Meeting at the Hurst Public Library, 901 Precinct Line Road, Hurst, Texas, with the following member's present to-wit:

Alan Neace)	Chairman
Ralph Hurd)	Members
Pat King)	
Rod Robertson)	
Gary Waldron)	
Bob Walker)	
Will Blackburn)	Alternates
Jessica Martin)	
Kyle Gordon)	Executive Director of Community Services
Hannah Titony)	Community Services Management Assistant
Chris Watson)	Recreation Director
Eric Starnes)	Director of Facilities & Project Management
Amy Oden)	Recreation Manager
Jennifer Kashner)	Recreation Manager
Madison Seil)	Recreation Coordinator
Paige Lutz)	Recreation Administrative Assistant
Kathleen Nahidi)	Parks Administrative Assistant

with no members absent, constituting a quorum, at which time the following business was transacted:

- I. **Call to Order:** Alan Neace called the meeting to order at 6:00 p.m.
- II. **Roll Call of Members:** Paige Lutz conducted the Roll Call of Members.
- III. **Approval of Minutes:** Gary Waldron made a motion to approve the minutes of the October 17, 2019 regular meeting; Bob Walker seconded the motion.

AYES: Hurd, King, Neace, Robertson, Waldron, Walker

NOES: None

IV. Staff Report:

A. Director's Report:

1. **October Participation Report:** Chris Watson presented the following statistics for the October Participation Report:

<u>October</u>	
Recreation Center	13,473
Classroom Programs	1,463
Fitness Center	4,177
Tennis Center	1,389
Facility Rentals	76
Active Members	2,452

Jessica Martin inquired as to if free Daily Passes could be offered to voters coming into the Rec Center to vote. Chris Watson reported that he would have staff look into the possibility of offering passes to voters.

2. **Program Highlight:** Chris Watson reported that the November Program Highlight features the Hurst Classroom Program's Gymnastic Classes. He reported that two new teachers have been added to the program, making a total of three gymnastics teachers. The classes are very popular and are consistently full.

B. Special Events:

1. **2019 Fish Stocking Program:** The dates for the upcoming fish stocking at the Chisholm Park Pond were displayed. Information regarding Texas Parks & Wildlife was distributed.
2. **Walktober Recap:** Chris Watson reported that as part of the Healthy Hurst program, the Hurst Recreation Center celebrated National Walking Month with the Annual Walktober Program throughout the month of October. He noted that 100 participants took part and walked over 5,000 miles collectively.
3. **Family Camp-out Recap:** The Annual Family Overnight Camp-out event was held on October 18th & 19th at Chisholm Park. Amy Oden, Recreation Manager, reported that 125 participants enjoyed a Chuck Wagon dinner, s'mores by the campfire, and a Movie in the Park, featuring *Secret Life of Pets 2*.
4. **Santa and Soldiers Veterans Day Parade Recap:** Amy Oden presented a recap of the Santa and Soldiers Veterans Day Parade. The event was held on November 9th beginning on Precinct Line Road and continuing to Northeast Mall. Ms. Oden presented photos of the event and reported that the winning float was awarded to Shady Oaks Elementary. The event was

the kick-off of the Holiday Season at Northeast Mall and welcomed Santa to the Mall.

5. **Santa's Mailbox Preview:** The Annual Santa's Mailbox program will be held December 1st – 15th; children can drop off their letters to Santa at the mailboxes located at the Recreation Center, Library, and City Hall.
6. **Christmas Tree Lighting Preview:** Amy Oden presented an overview of the Christmas Tree Lighting and Santa's Workshop event. The event will be held on December 3rd at the Hurst Conference Center.
7. **Heritage Village Presents:** Hannah Titony reported that, due to inclement weather, the Movie in the Park was moved inside the Library. The event was held on November 1st and featured Disney's *Aladdin*.

C. Works in Progress:

1. **TXDOT Green Ribbon Grant Phase 2:** The project is complete. Staff will conduct a final inspection in late November.
2. **TXDOT Green Ribbon Grant Phase 3:** The project is complete. Staff will conduct a final inspection in late November.
3. **TXDOT Green Ribbon Grant Phase 4:** TXDOT and Council have approved the project for construction; as a result, the project will start in December.
4. **Animal Shelter and Dog Park:** The design for the Animal Shelter will be complete by late November. The construction of the Animal Shelter will start early next year.
5. **Rickel Park Overlook:** The cantilevered wood structure will be replaced with a concrete deck that overlooks the channel. Currently, staff is seeking pricing for the proposed work.
6. **Parks Department Drainage Repair:** The trench drain behind the Parks building is failing and needs repair. The City contractor is scheduled to start the repair in late November.
7. **City Christmas Decorations:** Parks Staff has installed decorations at: Conference Center, Justice Center, Library, Recreation/Tennis Centers, Brookside, Fire Station #2, Senior Center, Heritage Village, and City Hall.

D. Staff Activities:

1. **December Calendar:** Chris Watson reviewed the calendar of events highlights for the month of December.
2. **Ellis & Associates, Inc. Award:** Chris Watson presented the Board with the Ellis & Associates Gold Award. The Aquatics Program received the

award for outstanding safety operations, lifeguard professionalism, and best practices at the two aquatics centers.

3. **Texas Recreation and Parks Society Award:** Madison Seil, Recreation Coordinator, received the Texas Recreation and Parks Society's 2019 Horizons Award. This honor goes to young professionals with five years or less experience in the field of Parks or Recreation. The Board congratulated Madison.
4. **Texas Tennis Association Award:** Kelly Langdon, Hurst Tennis Center Specialist, received the Texas Coaches Association Leadership Award. This is the second time for Kelly to receive this prestigious award. The Board congratulated Kelly.

V. Report of the Committee:

A. John Butler Memorial Senior Citizens Banquet

1. **Door Prize List Update:** The Door Prize List for the John Butler Senior Banquet was reviewed by the Board.
2. **Give-away Item:** Amy Oden presented the give-away item for the Banquet; a 2020 monthly calendar.
3. **Donation Schedule:** The Donation Prize Committee meeting is scheduled for Monday, December 9th, at 9:30 a.m. All Donations are due by December 6th.

VI. Communications:

- A. Social Media Activity:** Chris Watson presented examples of the Recreation Center's Social Media presence.

VII. Unfinished Business: None to discuss at this time.

VIII. New Business:

A. Officer Elections:

Alan Neace asked the Board to consider nominations for the positions of Board Chair and Vice-Chair for the coming year.

Ralph Hurd nominated Rod Robertson to serve as Board Chair; there were no other nominations.

AYES: Hurd, King, Neace, Robertson, Waldron, Walker

NOES: None

Bob Walker nominated Gary Waldron to serve as Vice-Chair; there were no other nominations.

AYES: Hurd, King, Neace, Robertson, Waldron, Walker

NOES: None

- B. Cost Recovery and Resource Analysis:** Kyle Gordon presented the Cost Recovery and Resource Analysis. He noted that the purpose of the analysis is to generate a cost recovery and resource allocation model, allowing the City to develop appropriate financial strategies for future budget preparation. The presentation showed the scope of work and the consultants' criteria for the analysis. Mr. Gordon reported that Greenplay, LLC. has been selected as the consultant for the project. The anticipated timeline and budget was presented to the Board.

Pat King made a motion to approve the cost recovery and resource allocation study consultant contract with GreenPlay, LLC for \$46,310, Ralph Hurd seconded the motion.

AYES: Hurd, King, Neace, Robertson, Waldron, Walker

NOES: None

IX. Informational Items:

- A. Aquatics Season Recap:** Jennifer Kashner, Recreation Manager, and Madison Seil, Recreation Coordinator, presented a recap of the 2019 Aquatics season. The presentation included an overview of the special events and Learn-to-Swim programs. Positive Social Media comments and an overview of the social media presence for the Aquatics program were presented to the Board.
- B. Hurst United Soccer Association Event:** Chris Watson reported that the Hurst United Soccer Association will have their annual Turkey Shoot November 22nd – 24th at the Hurst Athletic Complex. Mr. Watson presented photos of the new archway over the soccer fields entrance at the Athletic Complex.
- C. Central Park Revitalization:** Kyle Gordon presented an overview of the Central Park Revitalization Project. The project scope of Phase One includes new flooring and wall treatments for the Tennis Center. The scope of work also includes a new storage unit and fencing for the Tennis Center. Phase Two includes updating the Recreation Center layout to accommodate modern demands and use of the Cost Recovery and Resource Analysis to masterplan in new revenue sources. Phase Three includes acquiring the remaining properties surrounding the Recreation Center and, in turn, providing an event venue with greenspace, a water feature, stage, and parking to accommodate food truck access. The projected timeline for the project was presented to the Board.

- D. December Board Meeting Discussion:** Kyle Gordon asked the Board to consider the annual Senior Citizen's Banquet serving as the Board's meeting for the month of December.

It was the consensus of the Board to allow the Senior Citizen's Banquet to serve as the December regular meeting.

- E. Holiday Schedule:** Chris Watson reviewed the holiday schedule for the Recreation Center and Tennis Center. The Recreation Center, Admin Office, and Tennis Center will close at noon on November 27th and will be closed on November 28th and 29th for the Thanksgiving holiday. The Recreation Center Administrative Office will close at noon on December 23rd and will be closed on December 24th and 25th for the Christmas holiday. The Recreation and Tennis Centers will be closed on December 24th and 25th for the Christmas Holiday, the facilities will close at 6:00 p.m. on December 31st and will be closed on January 1st for the New Year's holiday.

- X. Board Member and Citizen Comments:** Will Blackburn inquired as to if the City could use a Department of Transportation Build Grant to fund a bike path. Kyle Gordon requested that Mr. Blackburn email the information to him and he would look into possibility.

- A. Packet Delivery Inquiry:** In response to a member inquiry, Chris Watson reviewed the cost of mailing the Monthly Park Board Packets to the Members. He noted that any member that would prefer to have their packets emailed as opposed to mailing, please let Staff know. Will Blackburn and Gary Waldron requested to have the packets emailed to them in the form of a PDF each month.

- XI. Adjournment:** Ralph Hurd made a motion to adjourn the meeting.

AYES: Hurd, King, Neace, Robertson, Waldron, Walker

NOES: None

Alan Neace adjourned the meeting at 7:32 p.m.

APPROVED this the _____ day of _____, 2020

APPROVED:

ATTEST:

CHAIRMAN

RECORDING SECRETARY